



## **SMOKE FREE TOBACCO FREE CAMPUS WMHI WORKGROUP**

**MINUTES FOR 4-28-2005**

MEMBERS: ✓Dr Arong; Ronecka Baker, Ben Eggum, Sharon Haberkorn, ✓Connie Hannemann, Greg Hurlbut, Marla Hill, Rita Kennedy, William K, ✓Larry Lautenschlager, ✓Mike Leuthold, Jeff Manning, Mary Nitz, ✓Joann O'Connor, Jennifer Rew, ✓Larry Schomer, Diane Shaw, ✓Natalie Stenson, Karen Wright, Sterling, Mary Kotschi.

Minutes of 4-13-2005 were reviewed and accepted.

Medication Protocol – Dr. Arong reported that the physicians had reviewed the tobacco use assessment form and approved of it and they also have reviewed and accepted medication information sheets that were distributed. The Medical Staff committee decided not to have a medication protocol, but rather to treat each patient individually using his or her knowledge of the various medications available. The committee felt this was appropriate.

ACTION: Dr Arong will continue to inform physicians of the things this committee is doing such as the information at the library, the tobacco use assessment form, the survival kits, the new policy and the peer counseling.

Tobacco Use Assessment form – The form is ready to be used and Unit Directors and Physicians have been informed about the form and how it is to be used. Each Unit Director may decide who will complete the form on each unit. The form will be completed for all in-patients on a certain day and then from that date on, will be done as part of the initial assessment process and will be required to be in the chart in 10 days after admission. There will also be a tally sheet given to each Unit Director so they can return certain information to this committee. Then we will have a better idea of how many Survival kits we will need. This will be used on the 9 adult units only (FBTU, GHN1, GHN2, Gemini, Challenges, PHN, PHS, SH3, SH4). Unofficially we believe there are about 120 patients who smoke. There was discussion about when to distribute the form (now, or closer to the October date).

ACTION: Next meeting discuss further about when to distribute the form. When it is distributed Joann will send the form and an email to the 9 unit directors and explain the use of the tally sheet AND Connie will tell the UD's at their monthly meeting.

Joann will make up a tally sheet for the committee to review.

Peer Counselor Training – This will be offered by Roger Dier of CTRI on June 2, 2005. All peer counselors should attend. This includes committee members, patients and staff counselors. There is a session at 9:30 and one at 1 PM in the auditorium. You need attend only one of the sessions.

Survival Kit – Natalie showed pictures of the various items available. Natalie was given discretion to order what she feels appropriate, but the group liked the following ideas:

SURVIVAL KITS: Brochures, stress ball fire extinguisher, I QUIT stickers, water bottles

AVAILABLE TO ALL ON OCTOBER 3: Mints with “OCTOBER 3, SMOKE FREE AT WMHI” printed on the package. These would be distributed to everyone on October 3, 2005.

CD's: Natalie found some quit smoking meditation CD's which will be ordered, one for each nursing station and department for voluntary use by patients and staff.

SLOGANS: Such things as: “Nicotine Free You and Me” “

Stay Healthy – Don't smoke”, “I QUIT”, “Breath Free” could be used.

Smoker's poll – The group decided to include a short survey in staff pay checks during the same week that the Tobacco use assessment form is done with the current patients. It will ask: Do you smoke?; Are you going to try to quit by October 3? Do you want smoking cessation or health information sent to you by WMHI? Do you want a survival kit? When? These would be returned to Joann for tally.

ACTION: Joann draft a survey. Next meeting discuss when to send out.

Letters to Vols., WeWini, Foster GP, Credit union, contractors – A draft letter was reviewed and approved

ACTION: Pick a date and decide whom to send the letter to.

WMHI policy: The draft policy was reviewed against the criteria sent out by DDES. Some changes were made and the policy was approved.

ACTION: Joann will send the policy to Lois for printing and review under the normal process.

NEXT MEETING May 12, 2005